



Solicitation Number: RFP386-06-004

Issuance Date: December 9, 2005

Closing Date: December 22, 2005

Closing Time: 1700 (India) Time

**Subject: Distribution Reform Upgrade Management (DRUM)
Training Project Secretariat Consultant
RFP: No. 386-06-004**

The United States Government, represented by the U.S. Agency for International Development (USAID), is seeking individuals wishing to serve as consultants for each of the following categories to manage the activities under the Distribution Reform Upgrade Management (DRUM) Project Secretariat as fully described in the attached solicitation.

This is a full and open competition within India, under which any individual may be eligible to compete. The procedures set forth in Federal Acquisition Regulations (FAR) Part 15 shall apply.

- 1. Chief, PFC DRUM Project Secretariat**
- 2. Senior Expert (Technical), PFC DRUM Project Secretariat**
- 3. Senior Expert (Commercial), PFC DRUM Project Secretariat**
- 4. Training and Institutional Expert, PFC DRUM Project Secretariat**

The Project Secretariat is being created to institutionalize the DRUM Program within the Government of India system and will be hosted by the Power Finance Corporation in New Delhi. Each consultant shall be engaged for a period extending to September 2008.

All 4 consultants together will compose the core of the Project Secretariat jointly and separately, will design, undertake and facilitate activities, in order to achieve program objectives and accomplish the Task or assigned responsibilities under the Project Secretariat that will help the USAID Strategic Objective #16 –DRUM Training Program attain the objectives identified above

USAID plans to award firm fixed price contracts with each of the selected consultants covering a 31month period , subject to the availability of funds. The offeror must propose a wage rate that s/he believes is realistic and reasonable for the work. Cost proposals shall be evaluated as part of a best value determination for contract award.

USAID anticipates four awards under this solicitation. Please note that the U.S. Government may award this contract without discussions and as such initial proposals should represent the best possible and most competitive terms available. The closing date and time, as other aspects of the RFP, may be amended. Any amendments to this solicitation will be issued and posted on the website along with the RFP. Offerors are encouraged to check the USAID/India website <http://www.usaid.gov/in> under the "Working with us" link periodically.

It is the responsibility of the recipient of this solicitation document to ensure that it has been received from the internet in its entirety and USAID bears no responsibility for date errors resulting from transmission or conversion processes.

Submission

If you decide to submit a proposal in response to this solicitation, it must be submitted in accordance with section L of the RFP at the designated place and time indicated in Block 9 of the RFP cover page (Standard Form 33). Any proposal not received in the designated office listed below by the closing date and time will be handled in accordance with FAR 52.215-1. Proposal and modifications thereto, shall be submitted via email (with attachments). Offerors may also submit proposals in sealed envelopes with the name and address of the offeror and the RFP number inscribed thereon to:

DESIGNATED OFFICE:

U.S. Agency for International Development (USAID/India)
Regional Contracting Officer
American Embassy, Shantipath,
Chanakyapuri
New Delhi 110 021
India

Attn: Mr. Marcus A. Johnson, Jr.

Because the provisions at FAR 52.215-1 does not cover such delays, proposals received after the closing date and time will be processed as late. Also, if you utilize the services of and independent agent in India please be certain that s/he understands additional time may be needed to allow for security review of ant packages and that the closing date and time are firm.

Offerors should submit technical and cost-related questions concerning this RFP to the undersigned Contracting Officer as indicated below, no later than 3 days before the specified closing date and time.

Please pay careful attention to, and complete in full, RFP section K-Representations, Certifications and Acknowledgements. Offerors should carefully consider Section L-Instructions to Offerors and Section M-Evaluation Factors for Award. Section B through I of the solicitation will become the contract with blanks completed by the Contracting Officer.

The proposal shall be prepared in two separate parts: the Technical Proposal shall address technical aspects only while the Cost Proposal shall present the costs and addresses related issues such as responsibility.

Questions

Potential offerors may submit questions in writing, either by fax or email (Email preferred) to Mr. Marcus A. Johnson, Jr., Regional Contracting Officer, at marcusjohnson@usaid.gov and Mr. Arun Sehgal, Acquisition Specialist, at asehgal@usaid.gov. The deadline for receipt of questions or request for clarifications is no later than 3 days before the closing date and time.

Issuance of this solicitation does not in any way obligate the U.S. Government to award a contract nor does it commit the U.S. Government to pay for cost incurred in the preparation and submission of a proposal. Furthermore, the Government reserves the right to reject any and all offers, if such action is considered to be in the best interest of the Government.

Thank you for your interest in USAID programs.

Sincerely,

A handwritten signature in dark ink, appearing to read 'M. A. Johnson, Jr.', with a long horizontal flourish extending to the right.

Marcus A. Johnson, Jr.
Regional Contracting Officer
USAID/India, Sri Lanka & Maldives